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SUPPLY DIVISION WEEKLY REPORT  
PERIOD ENDING 31 AUGUST 19841. Progress Report on Tasks Assigned by the DCI/DDCI

None.

2. Items or Events of Major Interest that have Occurred  
During the Preceding Weeka. HOME Procurement:

25X1 A total of nine (9) requisitions were processed during  
this reporting period for items to be procured and placed in  
903, [redacted] stock. These items were procured under  
HOME Fan 4178-1073 at a total cost of \$228,886 per agreement  
between DC/HOME and C/SMB/SD. Items procured under this action  
consisted of executive furniture, programmer work stations, and  
miscellaneous filing cabinets and typewriters. [redacted]

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25X1b. Visit from DCI Administrative Office:

25X1 On 26 July, [redacted] from the DCI Administrative  
25X1 Office, visited Supply Management Branch (SMB). [redacted] was  
briefed on the procedures of the Follow-Up and Expedite Section  
25X1 and given a tour of Supply Division Offices [redacted]  
25X1 [redacted]

c. Office of Communications (OC) Review and Reduction Team  
Meeting:

25X1 Supply Management Branch was represented at the initial  
25X1 meeting of the OC Inventory Review and Reduction Team on 24  
July 1984. It will be SMB's responsibility to ensure that  
necessary paper work is initiated to affect appropriate  
disposal action after all items have been identified either for  
reduction in quantity or disposal by technical representatives  
25X1 from the Office of Communications. [redacted]  
25X1 [redacted]

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SUBJECT: Supply Division Weekly Report, Period Ending  
31 July 1984

d. Regulatory Issuances:

Supply Notice 18-1-10, SD FY 1985 Training Plan, will be issued shortly for distribution throughout Supply Division. Each individual and supervisor should review his/her requirements carefully for the upcoming fiscal year. All anticipated external training requirements for FY 85 must be submitted to the Supply Division Training Officer no later than 31 August and should include seminars, courses at non-Agency facilities, and off-duty, part-time academic training. This training plan will be used as a guide for planning, budgeting, and scheduling purposes for FY 85. [REDACTED]

e. Changes in Property Accountability:

The [REDACTED] Regulation [REDACTED] has been revised. This revision recommends that the minimum value of personal appeal property be \$100.00 vice the \$50.00 minimum that has been standard for years. This revision should be of special interest to all accountable officers within Supply Division in that it will decrease the Annual Dollar Value Report and especially for the larger accounts, lower the amount of property that the officer is accountable for. [REDACTED]

3. Significant Events Anticipated During the Coming Week:

None.

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